

**UNITED STATES COURT OF APPEALS  
FOR THE SECOND CIRCUIT**  
Thurgood Marshall United States Courthouse  
40 Foley Square  
New York, N.Y. 10007  
212-857-8500

JOHN M. WALKER, JR.  
CHIEF JUDGE

ROSEANN B. MACKECHNIE  
CLERK OF COURT

June 28, 2006

The Clerk's Office of the United States Court of Appeals for the Second Circuit will be moving from its present location at the Thurgood Marshall United States Courthouse, 40 Foley Square, New York, NY 10007, to the Daniel P. Moynihan United States Courthouse, which is located at 500 Pearl Street. The Clerk's Office will remain in the Moynihan Courthouse during the long-term renovation of the Thurgood Marshall building.

- **Telephone numbers, fax numbers, and email addresses of all Clerk's Office staff will remain unchanged. The public is instructed to continue to use the 40 Foley Square address for all correspondence to the Court of Appeals.**
- **Administrative Staff (Clerk, Chief Deputy, Motions Attorneys' Unit, Operations, Case Managers, Attorney Admissions, CJA Coordinator) will move to the 5<sup>th</sup> floor at 500 Pearl Street, on Friday, July 7. Administrative Staff members will not be in their offices on July 7, but will resume normal operations at 500 Pearl Street on Monday, July 10. On July 7, 2006, please direct any emergency to Richard Alcantara at 212-857-8610.**
- **The Records, Mail, and Intake Division will remain open and fully operational at 40 Foley Square through Friday, July 21. The public counter and public computers on the 18<sup>th</sup> floor at 40 Foley Square, therefore, will remain open until 5:00 p.m. on Friday, July 21.**
- **The Records, Mail, and Intake Division will be closed on Monday, July 24. The public counter will not be open and there will be no access to records on July 24. Filings due on July 24, 2006, will be accepted on Tuesday, July 25, 2006. The public counter, which will be located on the 3<sup>rd</sup> floor at 500 Pearl Street, will reopen and resume its normal operation (9:00 a.m. to 5:00 p.m.) on Tuesday, July 25.**
- **The Night Depository Box will remain in the lobby at 40 Foley Square until 4:00 p.m. on Friday, July 21. The Night Depository Box will be relocated to 500 Pearl Street, at the Worth Street entrance, and will be available for use at that location starting at 5:00 p.m. on July 21.**
- **Beginning August 7, 2006, all oral arguments will be held in the Ceremonial Courtroom, on the 9<sup>th</sup> floor, at 500 Pearl Street. Arguments will begin at 10:00 a.m. when only one panel of the Court is sitting. During those weeks when double panels are scheduled to sit, A Panel arguments will commence at 10:00 a.m., and B Panel arguments will commence at 2:00 p.m. The Clerk's Office will notify litigants of the date/time of arguments. Litigants are also encouraged to check the Court's website ([www.ca2.uscourts.gov](http://www.ca2.uscourts.gov)) where Calendars are posted under the Clerk's Office listing on the main menu.**
- **Off-site video arguments will continue to be available at the 500 Pearl Street location beginning August 28, the start of the 2006 Court Term. Video arguments will not be available the week of August 7, 2006. The Clerk's Office will provide instructions to those litigants who wish to argue from an offsite location.**